

State of Nevada Announces Recruitment For...

GRANTS & PROJECTS ANALYST II - 07.755

APPROXIMATE ANNUAL SALARY - \$46,938.24 to \$69,718.32 PAY GRADE:
35

*A Permanent, full time vacancy
*Department: Attorney General
*Division: Attorney General
*Location: Carson, Minden, Gardnerville, Genoa
*Open to all qualified persons.
*Applications accepted for another 10 Days 8 Hrs 15 Mins

ANNOUNCEMENT NUMBER 29555

*Posted 09/15/16
*Direct inquiries to:
ROSANA WOOMER
(775)684-0132
or email rwoomer@admin.nv.gov

The Position

Grants & Projects Analysts develop and implement and/or assess, monitor, control and review grant-in-aid projects/programs administered by State agencies, and provide assistance to recipients in evaluating program effectiveness.

The State of Nevada offers an excellent benefits package that includes health, dental and vision insurance, participation in the Public Employees Retirement System (PERS), accrual of 15 days of annual and 15 days of sick leave, 11 paid holidays and no city, county, state or social security tax! Nevada boasts not only exciting 24-hour cities, but recreational opportunities for outdoor enthusiasts such as camping, boating, fishing and hiking with stunning mountain scenery and picturesque high desert splendor.

This position will be responsible for the coordination of the State of Nevada Sexual Assault Kit Backlog Reduction Grant and related program areas. The position must have a strong background and understanding of this new grant program area, including broad knowledge on sexual assault victims, sexual assault forensic exams, Jane Doe reports, law enforcement response and investigations, crime lab procedures and policies regarding testing and tracking sexual assault kits and DNA evidence, prosecution charging decisions and strategies on both the State of Nevada and the national level. They must be knowledgeable about best practices in these matters and have the ability to coordinate, develop and implement stakeholder adoption of national best practices in their respective fields to prevent future sexual assault kit backlogs and reform their practices to provide trauma informed responses for victims of sexual assault. The position must have a good understanding of Violence Against Women Act victim confidentiality requirements.

Any knowledge and experience with confidential and/or DNA evidence tracking is helpful.

To see full Class Specifications visit: http://hr.nv.gov/Resources/ClassSpecs/Class_Specifications-7_0/

To Qualify

Education and Experience

1) Bachelor's degree from an accredited college or university in public or business administration, accounting, finance or related field and two years of professional grants experience which included writing grant applications to secure program funding; determining grant/subgrant program eligibility; researching, developing and implementing long-range grant program plans; managing fiscal aspects of grants/subgrants; and monitoring and enforcing grant/subgrant recipient compliance; OR an equivalent combination of education and experience; OR one year of experience as a Grants & Projects Analyst I in Nevada State service.

Special Notes

1) Travel may be required up to 25% of the time.

2) A valid driver's license or evidence of equivalent mobility is required at the time of appointment and as a condition of continued employment.

Special Requirements

1) A State of Nevada/FBI background check will be required of the selected applicant.

Additional Position Experience

1) Experience in federal grants from the US Department of Justice including experience at grant acquisition to include program development, research and grant writing.

2) Experience with accepted best practices in social and criminal responses for victims of crime, their families and communities, including grant sources and filing sites and a portfolio to show relevant grant funding applied for and received

3) Experience with grant and/or program administration, implementation and project experience of statewide grant program(s), both discretionary and formula.

Examination

Application Evaluation Exam

The exam will consist of an application evaluation. It is essential that applications include extensively detailed information with time frames regarding education and experience. The most qualified applicants will be contacted by the hiring agency for interview.

The following additional questions are part of this Recruitment

1) Describe your supervisory experience as related to grants.

Direct inquiries or correspondence to:

Division of Human Resource Management
Northern Nevada
209 East Musser Street,
Room 101
Carson City, Nevada 89701-4204

TDD for the Hearing Impaired (800) 326-6868

Division of Human Resource Management
Southern Nevada
555 East Washington Avenue,
Suite 1400
Las Vegas, Nevada 89101-1046

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